

**BOARD OF DIETITIANS AND NUTRITIONISTS**  
**Instructions for License Application for**  
**REGISTERED DIETITIAN**

1. The address you choose as your official mailing address is a public record and will be released to anyone upon request. It is crucial that the Board be able to reach you. If your address will be changing, you may attach a separate sheet of paper with specific details.
2. If you are ineligible for a Social Security Number, contact the Board for instructions.
3. The minimum educational requirement is a Bachelor's Degree from an accredited school. **[An official transcript in an unopened, registrar-sealed envelope must accompany your application].**
4. If you answered Question #11 on the application form, a certificate of standing is required from every licensure jurisdiction, even if your license is expired. **[The official statement(s) in unopened, jurisdiction-sealed envelope(s) must accompany your application].**
5. Your application will not be processed without the correct fee. The initial fee, which is non-refundable includes both application processing and your first two-year license. Renewal must occur not later than your birthday; the expiration date will be indicated on the license. **[Include a U.S. check or U.S. money order for \$170.00 made payable to the Commonwealth of Massachusetts].**
6. Your application must be notarized.
7. You must provide documentation of your current status as a Registered Dietitian. You should contact the Commission on Dietetic Registration, 216 West Jackson Blvd., Chicago, IL 60606-6995. Telephone: 312-899-0040, Ext. 5500. Fax: 312-899-4772. E-mail: cdr@eatright.org. **[An official letter from CDR in an unopened, sealed envelope must accompany your application].** CDR now has registration verification on line at <http://www.cdrnet.org/certifications/index.htm> You may send a photo copy of your CDR registration card and or an online verification.